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Security

USAF WEAPONS HANDLING MANUAL

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This manual implements Air Force Policy Directive (AFPD) 31-2, *Law Enforcement*. It provides guidance on loading, clearing, and issue of USAF-owned firearms. It applies to military, civilian, and contract personnel as well as military personnel from other US military branches assigned or attached to Air Force units. **Records Disposition.** It replaces information formerly found in AFI 31-207, *Arming and Use of Force by Air Force Personnel*, adds standardized handling procedures for the M249 automatic rifle (**attachment 10**) and M11 SIG SAUER semiautomatic pistol (**attachment 11**), and deletes the firearm procedures for the M15 (.38 Cal) revolver and M1911A1 (.45 Cal) pistol. Maintain and dispose of records created as a result of processes prescribed in this publication in accordance with AFMAN 37-139, *Records Disposition Schedule*.

1. General Guidelines.	2
2. Clearing-Barrels.	3
3. Issuing Firearms.	4
4. Forms Prescribed.	5

Attachment 1—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M9 (9mm) SEMIAUTOMATIC PISTOL	6
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Attachment 2—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M16 RIFLE AND GAU-5A, GAU-5A/A, AND GUU-5P SUBMACHINE GUN (5.56mm)	8
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Attachment 3—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M12, M500, AND M870 SHOTGUN (12-GAUGE)	10
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Attachment 4—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M203 GRENADE LAUNCHER (40 mm)	12
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Attachment 5—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M79 GRENADE LAUNCHER (40mm)	15
Attachment 6—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M60 MACHINE GUN (7.62mm)	17
Attachment 7—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES UZI SUBMACHINE GUN (9mm)	20
Attachment 8—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES HECKLER AND KOCH (H&K) MP5 SUBMACHINE GUN (9mm)	22
Attachment 9—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M1 RIFLE (.30 CAL)	24
Attachment 10—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M249 AUTOMATIC RIFLE (M249 AR)	26
Attachment 11—STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M11 SIG SAUER (9mm) SEMIAUTOMATIC PISTOL	29

1. General Guidelines. All USAF military, civilian, and contract personnel will use the following standardized handling procedures when armed with an USAF-owned weapon. HQ AFSFC/SFOP must approve any deviation to these procedures prior to implementation at the MAJCOM or unit level. The clearing-barrel attendant and the armorer must not engage in any other duties or functions during the period of weapons handling. Attachments 1 through 11 address specific loading and unloading/clearing procedures in detail for each weapon. You must follow these procedures during issue and turn-in. Upon relief and before turn-in, armed personnel must unload/clear weapons as outlined in handling procedures for each weapon prior to storing the weapons in the armory.

1.1. Designating Armorer and Clearing-Barrel Attendant. The local unit commander, or designee, will ensure only trained responsible individuals perform duties of weapons armorer and clearing-barrel attendant. The unit commander, or designee, must ensure these individuals are authorized to bear arms.

1.1.1. It is the clearing-barrel attendant's responsibility to ensure safe handling of all weapons and use of standard loading and clearing procedures outlined in **attachment 1** through **attachment 11**.

1.2. Weapons Handling Areas. The commander may designate an area or areas for weapons handling (loading or clearing) when a clearing-barrel is not available. For example, this could apply during deployment in the field or during post relief. Regardless of the location, you must always observe and maintain weapons safety.

1.3. Clearing Zone. The clearing-barrel attendant must allow only one individual at a time in the weapons handling or clearing zone. All other persons waiting their turn to perform weapons handling

and clearing procedures must form a line behind this designated area (usually a red line of demarcation located at least 6 feet from the clearing-barrel.)

1.4. Waiting Line. Form a waiting line directly behind the weapons handling or clearing zone. Situate the line so as to ensure the safety of all personnel. Allow no one to pass through this line or interrupt the weapons clearing process.

1.5. Armorer Responsibilities. The armorer, or other authorized individual, is responsible for:

1.5.1. Verifying each individual's authority to bear arms before issuing any weapon, ammunition, or both.

1.5.2. Ensuring clearing of each weapon before issue/turn-in.

1.5.3. Issuing all weapons butt first, muzzle elevated, slide or bolt to the rear, and on safe.

1.5.4. Allowing only one person at a time to approach the issue and turn-in area or window.

1.5.5. The armorer or other authorized personnel must visually inspect and clear each weapon prior to storing the weapon, ensuring removal of all ammunition prior to storage. Store weapons as outlined in the detailed handling procedures for each weapon.

1.6. Clearing-Barrel Attendant Responsibilities. The clearing-barrel attendant is responsible for:

1.6.1. Assuring individuals desiring to clear weapons enter and exit the clearing-barrel or turn-in area only upon his or her direction.

1.6.2. Ensuring individuals proceed directly to the clearing-barrel after receiving their weapon from the armorer.

1.6.3. Ensuring all personnel approach the clearing-barrel with their shoulder weapons at "port-arms" or handguns with barrel pointed up.

1.6.4. Assuring individuals keep the muzzle of their weapon in the clearing-barrel aiming-point during all weapons loading and clearing procedures.

1.7. Weapons Turn-In. During weapons turn-in, the clearing-barrel attendant monitors all weapons handling and clearing procedures. After clearing the weapons, and upon direction of the clearing-barrel attendant, individuals proceed directly to the turn-in point. They carry shoulder weapons at "port-arms," and handguns with the barrel pointed up. Individuals must turn-in their weapons to the armorer or other authorized individual butt first and muzzle elevated.

2. Clearing-Barrels. The commander must provide clearing-barrels at designated clearing locations (generally, locate these outside the arms room).

2.1. Construction. Recommend a 30-gallon container, filled with pea gravel. Clearing-barrels must be at least 14 inches in width and 24 inches deep (based on 13 Aug 92, Clearing-barrel Penetration Test). Units will assess each location and determine what size barrel best suits their needs. If you use sand (pea gravel has greatest stopping ability), ensure the sand is free of rocks or other debris. Keep the sand dry since the properties of wet sand can cause ricochets. If the barrel is outdoors, place dry sand in a plastic bag and tie it off prior to placing it into the clearing-barrel. Visually check barrels filled with pea gravel for settling and refill when needed. All clearing barrels must be checked annually to ensure the maintenance of construction standards. Document the annual check as part of a self inspection program or in your safety book **NOTE:** We recommend the color red for clearing-barrels

and safety zone markings; however, MAJCOMs or installations may select a color best suiting their need. Each clearing-barrel must:

- 2.1.1. Have a 3/4 inch piece of plywood or thick rubber matting covering the diameter of the container fitted directly behind the lid to reinforce it against muzzle blast.
- 2.1.2. Be mounted at a height and angle to permit safe and smooth firearms clearing.
- 2.1.3. Have an aiming-point in the center of the front lid at least 4 inches in diameter and 1 inch in depth.
- 2.1.4. Have a tray with rubber matting affixed under the aiming-point of the barrel to prevent dropped rounds from falling to the ground.
- 2.1.5. Have the floor area below the clearing zone covered by rubber or other resilient matting to help prevent a dropped round from exploding. Mark a 36-inch safety zone on the ground or floor area immediately surrounding the clearing-barrel with a 4-inch line. You can paint this line, use colored tape, floor tiles, etc.

2.2. Written Procedures. Post written firearms clearing procedures above each clearing-barrel for each type of government firearm stored in the arms room. You may print the procedures on flip charts or interchangeable cards; however, make the print large enough to ensure easy reading from inside the clearing zone. In overseas locations, also display the written clearing procedures in the host-nation language if host national personnel use the US arms room/armory. Hand held laminated cards or checklists may be used in less permanent clearing areas such as field conditions.

2.3. Arms Room Issue/Turn-in-Barrel. You can locate a 5-gallon issue/turn-in barrel inside the arms room to facilitate safe weapons inspection at issue and turn-in. If you use a 5-gallon issue/turn-in barrel for this purpose, it must contain pea gravel and you can only use it as a safety measure in the issuing of unloaded weapons or turn-in of weapons cleared at a barrel meeting specifications set in paragraph 2.. **NOTE:** The 5 gallon barrel is not to be used for loading and unloading weapons. It's designed only to inspect weapons. You may mount the inside barrel securely on a wall or ceiling near the issue window, at a height and angle permitting safe and smooth clearing of weapons.

3. Issuing Firearms. Control the firearms you issue by keeping a receipt showing the type of firearm, caliber, manufacturer, serial number, printed name, and signature of the person to whom you've issued the weapon. Although you may use butt numbers to simplify your record keeping, each receipt must bear the proper serial number of the issued weapon.

3.1. Arming Authorization. The armorer checks the arming authorization of the person requesting a weapon through review of single or multiple listing letters, computer-generated rosters, aircrew orders, or other documents submitted and signed by authorization officials. The document(s) must identify the individual by name, social security number, firearm type, and last qualification date (for that weapon).

3.2. Small Arms Hand Receipt. Use AF Form 629, **Small Arms Hand Receipt**, for people to whom you frequently issue firearms. You may attach a photograph to the form to aid in personal identification, but don't use the form solely as an identification card. Always laminate the form after the bearer signs it.

3.3. Temporary Issue Receipt. Record all other issued firearms on AF Form 1297, **Temporary Issue Receipt**. To issue firearms to a flight or other large group, use Air Force or MAJCOM general purpose work sheets or computer products. Document all the required data and date of issue.

4. Forms Prescribed. AF Form 629, **Small Arms Hand Receipt**; and AF Form 1297, **Temporary Issue Receipt**

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Attachment 1

STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M9 (9MM) SEMI-AUTOMATIC PISTOL

A1.1. Issuing Procedures . The armorer must use the following procedures when issuing a M9 pistol:

A1.1.1. Remove the pistol from its storage rack or container and proceed to the issue-point clearing area with the barrel pointed up and slide forward (closed).

A1.1.2. Visually inspect the pistol to ensure there is no magazine inserted and the decocking/safety lever is in the Safe (down) (red dot indicator not showing) position. Do not place fingers into the trigger guard.

A1.1.3. With the muzzle in the issue/turn-in barrel aiming-point, lock the slide to the rear and visually inspect the chamber and receiver area to ensure there is no ammunition present.

A1.1.4. Hand the pistol to the requesting individual "butt" first, muzzle elevated, decocking (safety lever) in the Safe (down - red dot indicator not showing) position, and slide locked to the rear (open).

A1.2. Loading Procedures . The person arming must proceed to the clearing zone with the pistol barrel pointed up, slide locked to the rear (open), and decocking/safety lever in the Safe (down - red dot indicator not showing) position. They then must:

A1.2.1. Upon the direction of the clearing-barrel attendant, enter the clearing zone and place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A1.2.2. Visually inspect the pistol to ensure the decocking/safety lever is in the Safe (down) position (red dot indicator not showing).

A1.2.3. Insert and lock a loaded magazine into the pistol, depress the slide stop, and move the decocking (safety lever) to the Fire (up) position (red dot indicator showing). **NOTE:** When completed, a round of ammunition is present in the chamber. When there is a round in the chamber, the extractor protrudes laterally (showing red) making it possible to check visually (and to feel) if there is a round in the chamber without having to retract the slide or remove the magazine to check the number of rounds in the magazine. Unless the decocking/safety lever is in the Fire (up) position (red dot showing) the pistol will not fire when you pull the trigger.

A1.2.4. After loading is complete, holster the pistol (fingers off the trigger) and secure the holster flap or strap.

A1.2.5. Do not remove the pistol from the holster **except** in the line of duty or when clearing it for turn-in.

A1.3. Unloading and Clearing Procedures . Armed personnel preparing to unload and clear their firearms must approach the clearing zone with their pistol holstered. They then must:

A1.3.1. Upon the direction of the clearing-barrel attendant, enter the clearing zone, unfasten the holster strap or flap, unholster the pistol (if left-handed, transfer pistol to the right-hand), and immediately place the firearm's muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A1.3.2. Holding the pistol in the right-hand, move the decocking/safety lever to the Safe (down) position (red dot indicator not showing). The clearing-barrel attendant must verify the pistol is "safe" to proceed.

A1.3.3. Press the magazine release button, remove the magazine from the pistol, and give the magazine to the clearing-barrel attendant.

A1.3.4. Grasp the slide with the left-hand, cupping the palm of the hand over the ejection port, and rotate the pistol 90° to the right.

A1.3.5. Push the slide to the rear, catching the ejected round of ammunition, push the slide stop up with the thumb to lock the slide back (open), and give the ejected round to the clearing-barrel attendant.

A1.3.6. Visually inspect the pistol to ensure the chamber and receiver area are clear (no ammunition present) and the safety/decocking lever is in the Safe (down) (red dot indicator not showing) position.

A1.3.7. After the clearing-barrel attendant verifies the pistol contains no ammunition and is "safe" for turn-in, proceed to the turn-in point with the pistol barrel pointed up, slide open and the decocking/safety lever in the Safe (down) position (red dot indicator not showing).

A1.4. Turn-in Procedures : Approach the turn-in point and hand the pistol to the armorer "butt" first, muzzle elevated, decocking/safety lever in the Safe (down -- red dot indicator not showing) position, and slide to the rear (open). At no time during the turn-in procedures place fingers into the trigger guard. The armorer takes possession of the pistol and immediately places the muzzle into the issue/turn-in barrel aiming-point. The armorer then must:

A1.4.1. Visually inspect the pistol to ensure it contains no ammunition and is "safe" for storage.

A1.4.2. Depress the slide stop and allow the slide to move forward to the closed position.

A1.4.3. Ensure the pistol's hammer is in the down (forward) position and ensure the decocking safety lever is in the Safe (down) position (red dot indicator not showing).

A1.4.4. Carry the pistol with the barrel pointed up, slide forward (closed), and decocking/safety lever in the Safe (down) position, and store in an approved storage rack or container.

Attachment 2**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M16 RIFLE AND GAU-5A, GAU-5A/A, AND GUU-5P SUBMACHINE GUN (5.56MM)**

A2.1. Issue Procedures. The armorer must use the following procedures when issuing an M16 series rifle or GAU-5A, GAU-5A/A or GUU-5P submachine gun: (NOTE: All future references to 'rifle' includes the submachine gun).

A2.1.1. Remove the rifle or submachine gun from its storage rack or container, and proceed to the issue-point clearing area with it in the "port-arms" position. Do not place fingers into trigger guard.

A2.1.2. Visually inspect the rifle to ensure there is no magazine inserted.

A2.1.3. With the muzzle in the issue/turn-in barrel aiming point, pull the charging handle to the rear while depressing the lower portion of the bolt catch, and lock the bolt to the rear (open) position.

A2.1.4. Place the selector lever in the Safe position and visually inspect the chamber and receiver area to ensure no ammunition is present.

A2.1.5. Hand the rifle to the person arming "butt" first, muzzle elevated, bolt locked to the rear (open) position, and selector lever in the Safe position. Do not place fingers on trigger or into trigger guard during issue.

A2.2. Loading Procedures. The person arming will immediately proceed to the clearing point with the rifle in the "port-arms" position, bolt locked to the rear, and selector lever in the Safe position. Then:

A2.2.1. Upon direction of the clearing-barrel attendant, enter the clearing zone and place the muzzle into the clearing-barrel aiming-point. Do not place fingers into trigger guard.

A2.2.2. Visually inspect the rifle to ensure the selector lever is in the Safe position and that there is no ammunition present in the chamber or receiver area. The clearing-barrel attendant will verify the fire-arm is "safe" to proceed.

A2.2.3. Depress the bolt release, allow the bolt to move to the forward (closed) position; close the ejection port cover.

A2.2.4. With the selector lever in the Safe position, press the trigger. If the rifle dry fires, return it to the issuing official immediately.

A2.2.5. If you must insert a loaded magazine to meet an immediate duty requirement, insert the magazine and lock into place. If you do not need to immediately load a magazine, you may insert it upon assuming your post. When you insert the magazine, do not operate the charging handle unless you need to chamber a round in the line of duty.

A2.2.6. When relieved from post or duty location (that is, to eat in the dining hall or to take a break), remove the magazine from the rifle before entering a building (other than in response to an actual or possible threat situation), and insert it upon resuming post.

A2.2.7. Personnel will sling the rifle over one shoulder with the muzzle pointed either up or down.

A2.3. Unloading and Clearing Procedures. Armed personnel must remove the loaded magazine immediately upon relief from post or duty location. Posting supervisors must ensure removal of the loaded

magazine from the rifle before the individual departs his or her post or duty location. In cases where a posting supervisor is not present, the individual assuming the post or duty location must ensure removal of the loaded magazine from the rifle of the person relieved.

A2.3.1. Armed personnel preparing to clear their firearms must approach the clearing zone with the weapon in the "sling-arms" or "port-arms" position. They then must:

A2.3.2. Upon the direction of the clearing-barrel attendant, enter the clearing zone and give the clearing-barrel attendant the removed loaded magazine. Unslung the rifle and immediately place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard. **NOTE:** The loaded magazine should have been removed from the rifle at the time the person was relieved from his or her post or duty assignment. If this has not occurred, depress the magazine release button and remove the magazine.

A2.3.3. The clearing-barrel attendant must verify the removal of the magazine and that the rifle is "safe" to proceed.

A2.3.4. Visually inspect the firearm to ensure the selector lever is in the Safe position, pull the charging handle to rear while depressing the lower portion of the bolt catch, and lock the bolt to the rear (open) position.

A2.3.5. Visually inspect the chamber and receiver area to ensure no ammunition is present. The clearing-barrel attendant must verify the weapon contains no ammunition and is "safe" for turn-in.

A2.3.6. Proceed to the firearms turn-in point with the rifle at port-arms, rifle bolt locked to the rear (open) position, and safe selector on safe.

A2.4. Turn-in Procedures. The person requesting firearms turn-in must approach the turn-in point and hand the rifle to the armorer "butt" first, muzzle elevated, bolt locked to the rear (open) position and the selector lever in the Safe position. The armorer will take possession of the rifle and immediately place the muzzle into the issue/turn-in barrel aiming-point. Do not place fingers into trigger guard. He or she then must:

A2.4.1. Visually inspect the chamber and receiver area to ensure the weapon contains no ammunition and it is "safe" for storage.

A2.4.2. Depress the bolt release and allow the bolt to move to the forward (closed) position.

A2.4.3. Place the selector lever on "Semi." Press the trigger, dry firing the firearm into the issue/turn-in barrel.

A2.4.4. Close the ejection port cover and proceed to the designated storage rack or container with the rifle in the "port-arms" position, bolt forward (closed), and selector lever in the "Semi" position. **NOTE:** You cannot put the Selector lever on Safe after you dry fire the weapon.

Attachment 3

STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M12, M500, AND M870 SHOTGUN (12-GAUGE)

A3.1. Issue Procedures. The armorer must use the following procedures when issuing an M12, M500, or M870 shotgun

A3.1.1. Remove the shotgun from its storage rack or container and proceed to the issue-point clearing area with the shotgun in the "port-arms" position.

A3.1.2. Place the muzzle into the issue/turn-in barrel aiming-point and ensure the safety is in the Safe position (red indicator not showing). Do not place fingers into the trigger guard.

A3.1.3. While depressing the action bar lock, grasp the fore-end with the "non-shooting" hand and pull it to the rear, opening the action.

A3.1.4. Visually inspect the chamber, receiver, and magazine to ensure no ammunition is present.

A3.1.5. Hand the shotgun to the person arming "butt" first, muzzle elevated, action open, and safety in the Safe position (red indicator not showing).

A3.2. Loading Procedures. The person arming must immediately proceed to the clearing point with the shotgun in the "port-arms" position, action open, and safety in the Safe position (red indicator not showing). Then:

A3.2.1. Upon the direction of the clearing-barrel attendant, enter the clearing zone and place the muzzle into the clearing-barrel aiming-point. Hold the shotgun upright with the strong hand on the pistol grip of the buttstock snug against the side of the body. Do not place fingers into the trigger guard.

A3.2.2. Rotate the weapon over and visually inspect the chamber, receiver, and magazine to ensure there is no ammunition present, and the safety is in the Safe position (red indicator not showing).

A3.2.3. While holding the pistol grip of the buttstock in the "shooting hand", push the fore-end to the forward (action closed) position with the "non-shooting" hand.

A3.2.4. With the "non-shooting" hand, load the first round into the shotgun by inserting it into the magazine through the bottom of the receiver. Keep the weapon turned upside down to load.

A3.2.5. Continue to load until the magazine is full. After loading is completed, sling the shotgun over one shoulder (if a sling is available) or place the shotgun in the "port-arms" position, and exit the clearing-barrel upon the direction of the clearing-barrel attendant. Do not chamber a round unless you need it loaded in the line of duty.

A3.3. Unloading and Clearing Procedures. Armed personnel preparing to unload and clear their firearms must approach the clearing area with the shotgun in the "sling-arms" position (if a sling is available) or in the "port-arms" position. They then must:

A3.3.1. Upon the direction of the clearing-barrel attendant, enter the clearing zone, unsling the shotgun (if slung) and place the muzzle into the clearing-barrel aiming-point. Hold the shotgun upright with the strong hand on the pistol grip of the buttstock and the buttstock snug against the side of the body. Do not place fingers into the trigger guard.

A3.3.2. Ensure the safety is in the Safe position (red not showing), press in the action bar lock, and pull the fore-end slowly to the rear action (open) position until the magazine releases a round of ammunition. **NOTE:** If fore-end is pulled rearward too quickly, the shell will eject several inches from the ejection port regardless of weapon tilt.

A3.3.3. Bring the hand down from the fore-end and place it over the ejection port. Rotate the shotgun to the right and allow the released round to drop from the ejection port into the hand. Give the ejected round to the clearing-barrel attendant, and push the fore-end forward, closing the slide action.

A3.3.4. Repeat the above two steps until the shotgun is free of ammunition.

A3.3.5. After you eject all ammunition from the shotgun, count the ejected rounds of ammunition to account for all rounds. The clearing-barrel attendant must verify that you removed all rounds from the shotgun and that it is "safe" to proceed.

A3.3.6. Visually inspect the chamber and magazine to ensure there is no ammunition present and the safety is in the Safe position (red indicator not showing). The clearing-barrel attendant must verify that the shotgun contains no ammunition and is "safe" for turn-in.

A3.3.7. Exit the clearing zone upon the direction of the clearing-barrel attendant with the shotgun in the "port-arms" position, fore-end in the rear (action open) position, and safety in the Safe position (red indicator not showing).

A3.4. Turn-in Procedures. The person requesting firearms turn-in must approach the turn-in point, and hand the shotgun to the armorer "butt" first, muzzle elevated, fore-end in the rear (action open) position, and the safety in the Safe position (red indicator not showing). The armorer will take possession of the shotgun and immediately place the muzzle into the issue/turn-in point barrel aiming-point. Do not place fingers in the trigger guard. He or she then must:

A3.4.1. Visually inspect the shotgun to ensure it contains no ammunition and is "safe" for storage.

A3.4.2. Push the fore-end to the forward (action closed) position, place the weapon on fire, and dry-fire into the issue/turn-in barrel.

A3.4.3. Proceed to the issue window or designated rack or container with the shotgun in the "port-arms" position.

Attachment 4**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M203 GRENADE LAUNCHER (40 MM)**

A4.1. Issue Procedures. The armorer must use the following procedures when issuing an M203 grenade launcher. (The grenade launcher is issued attached to an M16 series rifle; therefore, follow issuing procedures for the M16 as described below.)

A4.1.1. Remove the rifle with launcher from its storage rack or container and proceed to the issue-point clearing area with the firearm in the "port-arms" position.

A4.1.2. Place the muzzle in the issue/turn-in barrel aiming-point and visually inspect the firearm to ensure there is no magazine in the rifle and no ammunition present in the launcher. Do not place fingers into the trigger guards.

A4.1.3. Pull the rifle's charging handle to the rear while depressing the lower portion of the rifle bolt catch, and lock the bolt to the rear (open) position.

A4.1.4. Move the rifle's selector lever to the Safe position and visually inspect the chamber and receiver area to ensure no ammunition is present.

A4.1.5. Depress the launcher's barrel latch/pistol grip release and slide the barrel assembly to the forward (open) position and move the launcher's safety to the Safe position.

A4.1.6. Visually inspect the launcher to ensure there is no ammunition present and it is "safe" for issue.

A4.1.7. Hand the rifle with launcher to the person arming "butt" first, muzzle elevated, rifle bolt locked to the rear (open) position, grenade launcher barrel assembly forward (open), and safety selectors in the Safe position.

A4.2. Loading Procedures. The person arming must immediately proceed to the clearing point with the rifle with launcher in the "port-arms" position, rifle bolt locked to the rear, launcher barrel assembly in the forward (open) position, and safeties in the Safe position. He or she then must:

A4.2.1. Upon the direction of the clearing-barrel attendant, enter the clearing zone and place the muzzle of the M16/launcher into the clearing-barrel aiming-point. Do not place fingers into the trigger guards.

A4.2.2. Visually inspect the rifle and launcher to ensure each safety is in the Safe position, and that there is no ammunition present in the rifle chamber and receiver area or launcher barrel. The clearing-barrel attendant will verify the firearm is "safe" to proceed.

A4.2.3. Depress the rifle's bolt release, allow the rifle bolt to move to the forward (closed) position, and close the rifle's ejection port cover.

A4.2.4. With the rifle selector in the Safe position, press the trigger. If the rifle dry fires, return it to the issuing official immediately.

A4.2.5. Pull the launcher barrel assembly to the rear (closed) position and lock it into place.

A4.2.6. If you need to insert a loaded magazine into the rifle at this time to meet an immediate duty requirement, insert the magazine and lock it into place. If you do not need to immediately loaded the magazine, you may insert it upon assuming your post.

A4.2.7. Personnel will sling the rifle over one shoulder with the muzzle pointed either up or down.

A4.2.8. Do not load the grenade launcher **except** in preparation for firing in the line of duty.

A4.3. Unloading and Clearing Procedures. Armed personnel preparing to unload and clear their firearms must approach the clearing zone with their rifle/launcher in the "sling-arms" or "port-arms" position. They then must:

A4.3.1. Upon the direction of the clearing-barrel attendant, enter the clearing zone and give the clearing-barrel attendant the removed loaded magazine. Unslung the rifle with launcher, and immediately place the muzzle of the M16/launcher into the clearing-barrel aiming-point. Do not place fingers into the trigger guards. **NOTE:** The loaded magazine should have been removed from the rifle at the time the person was relieved from his (her) post or duty assignment. If this has not occurred, depress the magazine release and remove the magazine.

A4.3.2. Ensure the clearing-barrel attendant verifies you have removed the magazine and the rifle is "safe" to proceed.

A4.3.3. Visually inspect the rifle to ensure the selector lever is in the Safe position, pull the charging handle to the rear while depressing the lower portion of the bolt catch, and lock the bolt to the rear (open) position.

A4.3.4. Visually inspect the rifle's chamber and receiver area to ensure there is no ammunition present. The clearing-barrel attendant must verify the rifle contains no ammunition and is "safe" for turn-in.

A4.3.5. Depress the grenade launcher barrel latch/pistol grip release and slide the barrel assembly to the forward (open) position.

A4.3.6. Ensure the launcher safety is in the Safe position.

A4.3.7. Rotate the rifle with launcher 180° and visually inspect the barrel to ensure no ammunition is present. The clearing-barrel attendant must verify the launcher contains no ammunition and is "safe" for turn-in.

A4.3.8. Proceed to the firearms turn-in point upon direction of the clearing-barrel attendant with the rifle/launcher in the "port-arms" position, rifle bolt locked to the rear (open) position, launcher barrel in the forward (open) position, and safeties in the Safe position.

A4.4. Turn-in Procedures: The person requesting firearms turn-in must approach the turn-in point and hand the rifle and launcher to the armorer "butt" first, muzzle elevated, rifle bolt locked to the rear (open) position, grenade launcher barrel in the forward (open) position, and the safeties in the Safe position. The armorer will take possession of the rifle/launcher and immediately place the muzzle into the issue/turn-in barrel aiming-point. Do not place fingers into the trigger guards. He or she then must:

A4.4.1. Visually inspect the rifle chamber and receiver area to ensure it contains no ammunition.

A4.4.2. Depress the rifle bolt release and allow the bolt to move to the forward (closed) position.

A4.4.3. Place rifle selector lever in the Semi position and press the rifle trigger, dry firing the firearm into the issue/turn-in barrel.

A4.4.4. Visually inspect the launcher to ensure it contains no ammunition.

A4.4.5. Pull the launcher barrel assembly to the rear (closed) position, move the grenade launcher safety to the Fire position. Press the launcher trigger, dry firing the firearm into the issue/turn-in barrel aiming-point.

A4.4.6. Close the ejection port cover and proceed to the designated storage rack or container with the rifle with launcher in the "port-arms" position, rifle bolt in the forward (closed) position, launcher barrel assembly in the rear (closed) position, and rifle safety in the Semi position and launcher safety in the Fire position.

NOTE: The quadrant sight should be removed, or set according to the technical order to prevent damage.

Attachment 5**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M79 GRENADE LAUNCHER (40MM)**

A5.1. Issue procedures. The armorer must use the following procedures when issuing an M79 grenade launcher:

A5.1.1. Remove the launcher from its storage rack or container and proceed to the issue-point clearing area with the firearm in the "port-arms" position.

A5.1.2. With the muzzle in the issue/turn-in barrel aiming point, push the barrel locking latch lever fully to the right and open the breech. Visually inspect the firearm to ensure there is no ammunition present in the launcher. Do not place fingers into the trigger guard.

A5.1.3. Visually inspect the launcher to ensure there is no ammunition present and place the safety selector in the Safe (S) position.

A5.1.4. Hand the launcher to the person arming "butt" first, muzzle elevated, breech open, and safety in the Safe (S) position.

A5.2. Loading Procedures. The person arming must immediately proceed to the clearing point with the launcher in the "port-arms" position, breech open, and safety in the Safe (S) position. He or she then must:

A5.2.1. Enter the clearing point and place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A5.2.2. Visually inspect the launcher to ensure the safety is in the Safe (S) position and that there is no ammunition present in the launcher barrel. The clearing-barrel attendant will verify the firearm is "safe" to proceed.

A5.2.3. Close the breech and sling the launcher over one shoulder with muzzle pointed either up or down.

A5.2.4. Do not load the grenade launcher except in preparation for firing in the line of duty.

A5.3. Unloading and Clearing Procedures. Armed personnel preparing to unload and clear their firearms must approach the clearing zone with their launcher in the "sling-arms" or "port-arms" position. They then must:

A5.3.1. Upon the direction of the clearing-barrel attendant, enter the clearing area, unsling the launcher, and immediately place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A5.3.2. Ensure the safety is in the Safe (S) position.

A5.3.3. Push the barrel locking latch fully to the right and open the breech.

A5.3.4. Visually inspect the launcher to ensure there is no ammunition in the launcher barrel. The clearing-barrel attendant must verify the launcher contains no ammunition and is "safe" for turn-in.

A5.3.5. Proceed to the firearms turn-in point upon direction of the clearing-barrel attendant with the launcher in the "port-arms" position, breech open, and safety in the Safe (S) position.

A5.4. Turn-in Procedures. The person requesting firearms turn-in must approach the turn-in point and hand the launcher to the armorer "butt" first, muzzle elevated, breech open, and the safety in the Safe (S) position. The armorer takes possession of the launcher and immediately places the muzzle into the issue/turn-in barrel aiming-point. Do not place fingers into the trigger guard. He or she then must:

A5.4.1. Visually inspect the launcher to ensure there is no ammunition present in the launcher barrel.

A5.4.2. Close the breech and ensure the barrel locking latch moves to the center position.

A5.4.3. Move the safety selector to the Fire (F) position and press the trigger, dry firing the launcher into the issue/turn-in barrel aiming-point.

A5.4.4. With the launcher at "port-arms," breech closed, and safety selector in the Fire (F) position, store the weapon in an approved storage rack or container.

Attachment 6**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M60 MACHINE GUN (7.62MM)**

A6.1. Issue Procedures. The armorer must use the following procedures when issuing a M60 machine gun:

A6.1.1. Remove the machine gun from its storage rack or container, and proceed to the issue-point clearing area with the machine gun at "port-arms," bolt in the forward (closed) position, and safety lever in the Safe (S) position.

A6.1.2. Place the muzzle into the issue/turn-in barrel aiming-point. Place the safety lever in the fire position, pull and hold "cocking handle" to the rear locking the bolt to the rear (open) position, return the safety lever to the safe position and return the "cocking handle" to the forward position. Do not place fingers in the trigger guard.

A6.1.3. Open the cover and visually inspect the cover, feed tray, receiver, and chamber to ensure there is no ammunition present.

A6.1.4. Close the cover and hand the machine gun to the person arming "butt" first, muzzle elevated, bolt in the rear (open) position, and safety lever in the Safe (S) position.

A6.2. Post-Issue Clearing Procedures. The person arming must immediately proceed to the clearing area with the machine gun in the "port-arms" position, muzzle elevated, cover closed, bolt in the rear (open) position, and safety lever in the Safe (S) position. He or she then must:

A6.2.1. When directed by the clearing-barrel attendant, enter the clearing point and place the muzzle into the clearing-barrel aiming-point.

A6.2.2. Ensure the safety is in the safe position then open the cover and visually inspect the cover, feed tray, chamber, magazine well, and receiver to ensure no ammunition is present. The clearing-barrel attendant verifies the firearm is unloaded and that it's safe to proceed.

A6.2.3. Close the cover and place the safety lever to the Fire (F) position.

A6.2.4. With the right-hand, grasp the "cocking handle" and with the left-hand, press the trigger. Allow the bolt to slowly move to the forward (closed) position by "riding" the "cocking handle" forward. **DO NOT ALLOW BOLT TO SLAM FORWARD.** Move the safety lever to the Safe (S) position.

A6.2.5. Exit the clearing area with the machine gun slung over the shoulder slung cross-body, or carried by the carrying handle.

A6.3. Loading Procedures. MAJCOMs must identify in a supplement when and in what configuration to "half or full" load the machine gun. When loading the machine gun, the machine gunner must:

A6.3.1. Attach the ammunition bandoleer to the hanger assembly located on the left side of the machine gun.

A6.3.2. Visually inspect the bandoleer to ensure all ammunition is within the bandoleer with the open side of the belt links pointed downward and no link on the first round of the belt.

A6.3.3. To "half-load" the machine gun, insert the ammunition belt into the feed tray opening.

A6.3.3.1. Ensure the machine gun is clear and safety lever is in the Safe (S) position. Push the ammunition belt into the feed tray opening until you hear and/or feel a click. The click indicates the engagement of the belt holding pawl and locking of the belt into place. Do not insert a belt of ammunition with a link on the first round. Move the safety lever to the Fire (F) position.

A6.3.3.2. If you do not hear and/or feel a click, gently pull on the belt. If the belt comes out of the feed tray opening, insert the belt again.

A6.3.3.3. If you cannot insert the belt, visually inspect the belt to ensure the open side of the links points downward and is undamaged. Then clear the machine gun and attempt to insert the belt again. **NOTE:** To fire the machine gun from the half-load configuration, pull the "cocking handle" to the rear locking the bolt to the rear. Return the "cocking handle" to its forward position and press the trigger.

A6.3.4. To "full-load" the machine gun, pull the "cocking handle" to the rear, and immediately push the handle forward and lock it into place.

A6.3.4.1. Ensure the safety lever is in the Safe (S) position.

A6.3.4.2. Open the cover and visually inspect the cover, feed tray, chamber, and receiver to ensure no ammunition is present.

A6.3.4.3. Place the ammunition belt onto the feed tray, open side of the belt link pointing downward, with the first round of ammunition in line with the chamber.

A6.3.4.4. Close the cover. The machine gun is now ready to fire. Do not move the safety lever to the Fire (F) position until the weapon you must fire the weapon.

A6.4. On-Post "Half-Load" and "Full-Load" Unloading and Clearing Procedures. Armed personnel must use the following procedures to unload and clear "half-load" or "full-load" machine guns on-post:

A6.4.1. Point the muzzle in a safe direction and ensure the safety lever is in the Safe (S) position. Do not place fingers into the trigger guard or touch the "cocking handle."

A6.4.2. Open the cover, remove the ammunition belt, and place the belt back into the bandoleer. Remove the bandoleer from the hanger assembly.

A6.4.3. Place the safety lever in the Fire (F) position and lock the bolt to the rear (open) position. Do not place fingers into the trigger guard or remove hand from the "cocking handle."

A6.4.4. While holding the "cocking handle," move the safety lever to the Safe (S) position and lock the "cocking handle" to the forward position. Do not place fingers into the trigger guard.

A6.4.5. Visually inspect the cover, feed tray, receiver, and chamber to ensure no ammunition is present. Remove any ammunition found.

A6.4.6. Close the cover and pull the "cocking handle" fully to the rear position. Do not place fingers into the trigger guard.

A6.4.7. Move the safety lever to the Fire (F) position, press the trigger, and allow the bolt to slowly move to the forward (closed) position by "riding" the "cocking handle."

A6.4.8. Move the safety lever to the Safe (S) position.

A6.4.9. During relief operations ensure the posting supervisor or fire team leader (during on-post operations) and the machine gunner verifies the machine gun contains no ammunition and "safe."

A6.5. Unloading and Clearing Procedures for Turn-In. Armed personnel preparing for firearms turn-in must approach the clearing area with the machine gun slung over the shoulder, slung cross-body, or carried by the carrying handle. They then must:

A6.5.1. Enter the clearing point and immediately place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A6.5.2. Place the safety lever in the Fire (F) position, pull the "cocking handle" to the rear and lock the bolt to the rear (open) position, and push the "cocking handle" to the forward position.

A6.5.3. Return the safety lever to the Safe (S) position. Do not place fingers into the trigger guard or remove hand from the "cocking handle."

A6.5.4. Open the cover and visually inspect the cover, feed tray, receiver, and chamber to ensure no ammunition is present. The clearing-barrel attendant must ensure the machine gun contains no ammunition and is "safe" for turn-in.

A6.5.5. Close the cover and ensure the safety lever is in the safe position. Do not place fingers into the trigger guard.

A6.5.6. Exit the clearing area with the firearm at "port-arms," muzzle elevated, cover closed, bolt to the rear (open) position and safety lever in the Safe (S) position.

A6.6. Turn-In Procedures. The person requesting firearms turn-in must approach the turn-in point and hand the firearm to the armorer "butt" first, muzzle elevated, cover closed, bolt to the rear position, and safety lever in the safe position, and no fingers in the trigger guard. The armorer will take possession of the firearm and immediately place the muzzle into the issue/turn-in barrel aiming-point. Do not place finger in trigger guard.

A6.6.1. Ensure the safety is in the safe position, then open the cover and visually inspect the cover, feed tray, chamber, receiver, magazine well to ensure the firearm contains no ammunition and is "safe" for storage.

A6.6.2. Close the cover and place the safety lever in the fire position.

A6.6.3. With the right-hand, pull and hold the "cocking handle" to the rear, with the left-hand, press the trigger. Allow the bolt to slowly move to the forward (closed) position by "riding" the "cocking handle" forward. **DO NOT ALLOW THE BOLT TO SLAM FORWARD.**

A6.6.4. Place the safety lever in the safe position, and proceed to the designated storage rack or container with the firearm in the "port-arms" position, cover closed, and bolt in the forward (closed) position.

Attachment 7**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES UZI SUBMACHINE GUN (9MM)**

A7.1. Issuing Procedures. The armorer must use the following procedures when issuing an UZI submachine gun:

A7.1.1. Remove the submachine gun from its storage rack or container and proceed to the issue-point clearing area with the firearm at "port-arms," bolt in the forward (closed) position, and fire selector in the Safe (S) position.

A7.1.2. Place the muzzle into the issue/turn-in aiming-point and visually inspect the submachine gun to ensure there is no magazine and that the fire selector is in the Safe (S) position. Do not place fingers into the trigger guard.

A7.1.3. Depress the grip safety by firmly grasping the pistol grip; pull the bolt retracting knob fully to the rear, locking the bolt to the rear (open) position.

A7.1.4. Visually inspect the chamber and receiver to ensure no ammunition is present.

A7.1.5. Hand the submachine gun to the person arming "butt" first, muzzle elevated, bolt in the rear (open) position, and fire selector in the Safe (S) position. Do not place fingers on the trigger or into the trigger guard during issue.

A7.2. Loading Procedures. The person arming must immediately proceed to the clearing point with the submachine gun at "port-arms," bolt in the rear (open) position, and fire selector in the Safe (S) position. He or she then must:

A7.2.1. Upon the direction of the clearing-barrel attendant, enter the clearing area and place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A7.2.2. Visually inspect the chamber and receiver to ensure no ammunition is present, and there is no magazine inserted. The clearing-barrel attendant must verify that the submachine gun contains no ammunition and is "safe" to proceed.

A7.2.3. Holding the submachine gun in the right-hand, place the fire selector in the semiautomatic (R) position and depress the grip safety by firmly grasping the pistol grip.

A7.2.4. Grasp the bolt retracting knob, press the trigger and allow the bolt to move to the forward (closed) position, while riding the retracting knob forward.

A7.2.5. Ensure the clearing-barrel attendant verifies the submachine gun is "safe" to proceed.

A7.2.6. Exit the clearing area with the submachine gun slung over one shoulder or in an authorized carrying case. MAJCOMs, the Air Staff functional managers, or HQ AFOSI must specify when to insert a loaded magazine into the weapon.

A7.3. Unloading and Clearing Procedures. Armed personnel preparing to unload and clear their firearms must approach the clearing area with their submachine gun in the "sling-arms" position or in an authorized carrying case. They then must:

A7.3.1. Upon the direction of the clearing-barrel attendant, enter the clearing area, unsling (remove from carrying case) the submachine gun, and immediately place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A7.3.2. Ensure the fire selector is in the Safe (S) position and there is no magazine in the weapon. The clearing-barrel attendant verifies the submachine gun is "safe" to proceed.

A7.3.3. Depress the grip safety by firmly grasping the pistol grip, pull the bolt retracting know fully to the rear and lock the bolt to the rear (open) position.

A7.3.4. Visually inspect the chamber and receiver to ensure no ammunition is present. The clearing-barrel attendant must verify the submachine gun contains no ammunition and is "safe" for turn-in.

A7.3.5. Exit the clearing area with the submachine gun in the "port-arms" position, bolt locked in the rear (open) position, and fire selector in the Safe (S) position.

A7.4. Turn-in Procedures. The person requesting firearms turn-in must approach the turn-in point and hand the submachine gun to the armorer "butt" first, muzzle elevated, bolt locked in the rear (open) position, and fire selector in the Safe (S) position. The armorer will take possession of the submachine gun and immediately place its muzzle into the issue/turn-in barrel aiming-point. Do not place fingers into the trigger guard. He or she then must:

A7.4.1. Visually inspect the gun to ensure magazine removal, that the firearm contains no ammunition, and that it is "safe" for storage.

A7.4.2. With the muzzle in the issue/turn-in barrel aiming-point, place the fire selector in the semiautomatic (R) position, depress the grip safety by firmly grasping the pistol grip, and press the trigger. The bolt will automatically move to the forward (closed) position, dry firing the submachine gun.

A7.4.3. Place the fire selector in the Safe (S) position and proceed to the designated storage rack or container with the submachine gun in the "port-arms" position, bolt in the forward (closed) position, and fire selector in the Safe (S) position.

Attachment 8

STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES HECKLER AND KOCH (H&K) MP5 SUBMACHINE GUN (9MM)

A8.1. Issuing Procedures. The armorer must use the following procedures when issuing an H&K MP5 submachine gun:

A8.1.1. Remove the submachine gun from its storage rack or container and proceed to the issue-point clearing area with the firearm at "port-arms," bolt in the forward (closed) position, and fire selector in the Safe (S) position.

A8.1.2. Place the muzzle into the issue/turn-in barrel aiming-point and visually inspect the weapon to ensure there is no magazine inserted and that the fire selector is in the Safe (S) position. Do not place fingers into the trigger guard.

A8.1.3. Lock the bolt to rear (open) position.

A8.1.4. Visually inspect the chamber and receiver to ensure no ammunition is present.

A8.1.5. Hand the submachine gun to the person arming "butt" first, muzzle elevated, bolt in the rear (open) position, and fire selector in the Safe (S) position. Do not place fingers on the trigger or into the trigger guard during issue.

A8.2. Loading Procedures. The person arming must immediately proceed to the clearing area with the submachine gun at "port-arms," bolt in the rear (open) position, and fire selector in the Safe (S) position. Then:

A8.2.1. Upon the direction of the clearing-barrel attendant, enter the clearing area and place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A8.2.2. Visually inspect the chamber and receiver to ensure no ammunition is present and there is no magazine inserted. The clearing-barrel attendant must verify that the submachine gun contains no ammunition and is "safe" to proceed.

A8.2.3. Press the bolt handle down allowing the bolt to move forward to the closed position.

A8.2.4. Ensure the selector is in the safe (S) position.

A8.2.5. The clearing-barrel attendant must verify the submachine gun is "safe" to proceed.

A8.2.6. Exit the clearing area with the submachine gun slung over one shoulder or in an authorized carrying case. MAJCOMs, the Air Staff functional managers, or HQ AFOSI must specify when and if you insert a loaded magazine into the weapon.

A8.3. Unloading and Clearing Procedures. Armed personnel preparing to unload and clear their firearms must approach the clearing area with their submachine gun in the "sling-arms" position or in an authorized carrying case. They then must:

A8.3.1. Upon the direction of the clearing-barrel attendant, enter the clearing area, unsling (remove from carrying case) the submachine gun, and immediately place the muzzle into the clearing-barrel aiming-point.

A8.3.2. Place the fire selector to the Safe (S) position and ensure no magazine is in the weapon. (If a magazine is in the submachine gun, remove it at this time.) The clearing-barrel attendant must verify that the submachine gun is "safe" to proceed.

A8.3.3. Pull the bolt handle fully to the rear (open) position and lock the bolt to the rear (open) position.

A8.3.4. Visually inspect the chamber and receiver to ensure no ammunition is present. The clearing-barrel attendant must verify that the submachine gun contains no ammunition and is "safe" for turn-in.

A8.3.5. Exit the clearing area with the submachine gun in the "port-arms" position, bolt locked in the rear (open) position, and fire selector in the Safe (S) position.

A8.4. Turn-in Procedures. The person requesting firearms turn-in must approach the turn-in point, and hand the submachine gun to the armorer "butt" first, muzzle elevated, bolt locked in the rear (open) position, and fire selector in the Safe (S) position. The armorer will take possession of the submachine gun and immediately place its muzzle into the issue/turn-in barrel aiming-point. He or she then must:

A8.4.1. Visually inspect the chamber and receiver to ensure removal of the magazine, that the firearm contains no ammunition, and it is "safe" for storage.

A8.4.2. With the muzzle still in the issue/turn-in barrel aiming-point, push the bolt handle down fully allowing the bolt to move to the forward (closed) position.

A8.4.3. Place the fire selector in the semiautomatic (E) position and dry fire the submachine gun into the issue/turn-in barrel.

A8.4.4. Place the fire selector in the Safe (S) position and proceed to the designated storage rack or container with the submachine gun in the "port-arms" position, bolt in the forward (closed) position, and fire selector in the Safe (S) position.

Attachment 9**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M1 RIFLE (.30 CAL)**

A9.1. Issuing Procedures. The armorer must use the following procedures when issuing an M1:

A9.1.1. Remove the rifle from its storage rack or container and proceed to the issue-point clearing area with the rifle in the "port-arms" position, bolt in the forward (closed) position, and safety in the Safe (rear) position.

A9.1.2. Place the muzzle into the issue/turn-in barrel aiming-point and visually inspect the rifle to ensure the safety is in the Safe (rear) position. Do not place fingers into the trigger guard.

A9.1.3. Lock the bolt into the rear (open) position and visually inspect the chamber and receiver to ensure no ammunition or ammunition clip is present.

A9.1.4. Hand the rifle to the person assigned to perform honor guard duties "butt" first, muzzle elevated, bolt in the rear (open) position, and safety in the Safe (rear) position.

A9.2. Post-Issue Clearing Procedures. Honor guard personnel immediately proceed to the clearing area with the rifle in the "port-arms" position, bolt in the rear (open) position, and safety in the Safe (rear) position. Then:

A9.2.1. Upon the direction of the clearing-barrel attendant, enter the clearing area and place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A9.2.2. Visually inspect the chamber and receiver to ensure no ammunition or ammunition clip is present. The clearing-barrel attendant must verify the rifle contains no ammunition and is "safe" to proceed.

A9.2.3. Allow the bolt to move to the forward (closed) position.

A9.2.4. Place the rifle at sling arms over one shoulder or diagonally across the body with the muzzle point up. Exit the clearing area upon the direction of the clearing-barrel attendant.

A9.3. Loading Procedures. Do not load the rifle until just prior to the ceremony start time. To load the rifle you:

A9.3.1. Visually inspect the rifle to ensure the safety is in the Safe (rear) position.

A9.3.2. Lock the bolt to the rear (open) position and insert a loaded blank ammunition clip.

A9.3.3. Release the bolt and allow it to move to the forward (closed) position. **NOTE:** A round of blank ammunition is now present in the chamber and the rifle is ready for you to fire. **CAUTION:** To prevent possible injury, hold the bolt open with the heel of the hand when inserting the clip into the rifle. Do not move the safety to the Off/Fire position (forward, out of the trigger guard), until actually ready to fire the rifle.

A9.3.4. Loading and unloading the rifle is not part of the normal clearing-barrel procedures. Therefore, unload the rifle as soon as possible when relieved from the firing/duty location, or before transporting the rifle.

A9.4. Clearing and Unloading Procedures. Honor guard personnel, preparing to unload and clear their firearms, must approach the clearing area with their rifle in the "sling-arms" position. They then must:

A9.4.1. Upon the direction of the clearing-barrel attendant, enter the clearing area and immediately place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A9.4.2. Visually inspect the rifle to ensure the safety selector is in the Safe (rear) position (to the rear, protruding into the trigger guard). The clearing-barrel attendant must verify the rifle is "safe" to proceed.

A9.4.3. Lock the bolt in the rear (open) position and visually inspect the chamber and receiver to ensure no ammunition or ammunition clip is present. The clearing-barrel attendant must verify the rifle contains no ammunition and is "safe" for turn-in.

A9.4.4. Exit the area with the rifle in the "port-arms" position, bolt in the rear (open) position, and safety in the Safe position.

A9.5. Turn-in Procedures. The person requesting firearms turn-in must approach the turn-in point, and hand the rifle to the armorer "butt" first, muzzle elevated, bolt locked in the rear (open) position, and safety in the Safe (rear) position. The armorer will take possession of the rifle and immediately place its muzzle into the issue/turn-in barrel aiming-point. Do not place fingers on the trigger or into the trigger guard. He or she then must:

A9.5.1. Visually inspect the rifle to ensure it contains no ammunition and is "safe" for storage.

A9.5.2. Release the bolt and allow it to move to the forward (closed) position. **CAUTION:** To prevent injury when depressing the follower arm to close the bolt, hold the bolt back with the heel of the hand until thumb or fingers are clear of the receiver opening.

A9.5.3. Place the safety in the Off/Fire (forward) position and press the trigger, dry firing the rifle into the issue/turn-in barrel.

A9.5.4. Place the safety in the Safe (rear) position and proceed to the designated storage rack or container with the rifle in the "port-arms" position, bolt in the forward (closed) position, and safety in the Safe (rear) position.

Attachment 10**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M249 AUTOMATIC RIFLE (M249 AR)**

A10.1. Issue Procedures. The armorer must use the following procedures when issuing the M249 automatic rifle:

A10.1.1. Remove the rifle from its storage rack or container and proceed to the issue-point clearing area with the firearm at "port-arms," bolt in the forward (closed) position, and safety lever in the safe position.

A10.1.2. Place the muzzle into the issue/turn-in barrel aiming-point. Place the safety lever in the fire position, pull and hold "cocking handle" to the rear locking the bolt to the rear (open) position, return the safety lever to the safe position and return the "cocking handle" to the forward position. Do not place finger in trigger guard.

A10.1.3. Open the cover and visually inspect the cover, feed tray, chamber, magazine well, and receiver to ensure no ammunition is present.

A10.1.4. Close the cover and hand the weapon to the person arming "butt" first, muzzle elevated, bolt in the rear (open) position, and safety lever in the safe position.

A10.2. Post-Issue Clearing Procedures. The person arming must immediately proceed to the clearing area with the firearm in the "port-arms" position, muzzle elevated, cover closed, bolt to the rear (open) position, and the safety lever in the safe (S) position. He or she then must:

A10.2.1. When directed by the clearing-barrel attendant, enter the clearing point and place the muzzle into the clearing-barrel aiming-point. Do not place finger into the trigger guard.

A10.2.2. Ensure the safety is in the safe position then open the cover and visually inspect the cover, feed tray, chamber, magazine well, and receiver to ensure no ammunition is present. The clearing-barrel attendant verifies the rifle is unloaded and that it's safe to proceed.

A10.2.3. Close the cover and place the safety lever to the Fire (F) position. Do not place fingers into the trigger guard.

A10.2.4. With the right-hand, grasp the "cocking handle" and with the left-hand, press the trigger. Allow the bolt to slowly move to the forward (closed) position by "riding" the "cocking handle" forward. **DO NOT ALLOW BOLT TO SLAM FORWARD.**

A10.2.5. Move the safety lever to the safe position. **NOTE:** If weapon does not go to safe, pull back cocking handle approximately two (2) inches until you hear a click, return cocking handle forward. Then place weapon on safe.

A10.2.6. Exit the clearing area with the rifle slung over the shoulder, slung across body, or carried at port-arms.

A10.3. Loading Procedures. MAJCOMs determine when to load the M249. Prescribe these circumstances in a supplement to this manual, in contingency plans, or in other appropriate documents as determined by each MAJCOM. **NOTE: "Half Loading" the M249 is not an authorized procedure!** When the rifleman loads the M249 he or she must:

A10.3.1. Attach the ammunition assault pack to the hanger assembly located on the left side of the rifle.

A10.3.2. Visually inspect the bandoleer to ensure all ammunition is in the bandoleer with the open side of the belt links pointing downward.

A10.3.3. To load the rifle, place the safety lever in the fire position, pull the cocking handle to the rear, and immediately push the handle forward and lock it into place. Then complete the following steps.

A10.3.3.1. Place the safety lever back to the Safe position.

A10.3.3.2. Open the cover and visually inspect the cover, feed tray, chamber, magazine well, and receiver to ensure no ammunition is present.

A10.3.3.3. Place the ammunition belt onto the feed tray with the belt links open side pointing downward. Place the lead link tab or first round into the tray groove against the cartridge stop. Close the cover. The firearm is now ready to fire. Do not move the safety to the fire position until you must fire the weapon.

A10.4. On-Post Unloading and Clearing Procedures. Armed personnel must use the following procedures to unload and clear the M249 when on-post:

A10.4.1. Point the muzzle in a safe direction and ensure the safety is in the safe position. Do not place finger in the trigger guard or touch the cocking handle.

A10.4.2. Open the cover, remove the ammunition belt, and place the belt back into the assault pack. Remove the ammunition assault pack from the hanger assembly.

A10.4.3. Visually inspect the cover, feed tray, chamber, magazine well, and receiver to ensure no ammunition is present.

A10.4.4. Close the cover and pull the “cocking handle” fully to the rear position. Do not place fingers into the trigger guard.

A10.4.5. Hold the “cocking handle” to the rear, move the safety lever to the fire position, press the trigger, and allow the bolt to slowly move to the forward (closed) position by “riding” the “cocking handle” forward.

A10.4.6. Move the safety lever to the safe position. **NOTE:** If weapon does not go to safe, pull back cocking handle approximately two (2) inches until you hear a click, return cocking handle forward. Place the weapon on safe.

A10.4.7. During the relief operations, ensure the posting supervisor or fire team leader (during on-post operations) and the rifleman verify the M249 contains no ammunition and “safe.”

A10.5. Unloading and Clearing Procedures for Turn-In. Armed personnel preparing for firearms turn-in must approach the clearing area with the machine gun slung over the shoulder, slung cross-body, or carried by the carrying handle. They then must:

A10.5.1. Enter the clearing point and immediately place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A10.5.2. Place the safety lever in the Fire (F) position, pull the "cocking handle" to the rear and lock the bolt to the rear (open) position, and push the "cocking handle" to the forward position.

A10.5.3. Return the safety lever to the Safe (S) position. Do not place fingers into the trigger guard or remove hand from the "cocking handle."

A10.5.4. Open the cover and visually inspect the cover, feed tray, receiver, and chamber to ensure no ammunition is present. The clearing-barrel attendant must ensure the firearm contains no ammunition and is "safe" for turn-in.

A10.5.5. Close the cover and ensure the safety lever is in the safe position. Do not place fingers into the trigger guard.

A10.5.6. Exit the clearing area with the firearm at "port-arms," muzzle elevated, cover closed, bolt to the rear (open) position and safety lever in the Safe (S) position.

A10.6. Turn-In Procedures. The person requesting firearms turn-in must approach the turn-in point and hand the M249 to the armorer "butt" first, muzzle elevated, cover closed, bolt to the rear position, and safety lever in the safe position, and no fingers in the trigger guard. The armorer will take possession of the rifle and immediately place the muzzle into the issue/turn-in barrel aiming-point. Do not place finger in trigger guard.

A10.6.1. Ensure the safety is in the safe position, then open the cover and visually inspect the cover, feed tray, chamber, receiver, magazine well to ensure the rifle contains no ammunition and is "safe" for storage.

A10.6.2. Close the cover and place the safety lever in the fire position.

A10.6.3. With the right-hand, pull and hold the "cocking handle" to the rear, with the left-hand, press the trigger. Allow the bolt to slowly move to the forward (closed) position by "riding" the "cocking handle" forward. **DO NOT ALLOW THE BOLT TO SLAM FORWARD.**

A10.6.4. Place the safety lever in the safe position, and proceed to the designated storage rack or container with the rifle in the "port-arms" position, cover closed, and bolt in the forward (closed) position.

NOTE: If weapon does not go to safe, pull back cocking handle approximately two (2) inches until you hear a click, return cocking handle forward. Then place weapon on safe.

Attachment 11

**STANDARDIZED US AIR FORCE FIREARMS HANDLING PROCEDURES M11 SIG SAUER
(9MM) SEMIAUTOMATIC PISTOL**

A11.1. Issuing Procedures. The armorer must use the following procedures when issuing a M11 pistol:

A11.1.1. Remove the pistol from its storage rack or container and proceed to the issue-point clearing area with the barrel pointed up and slide forward (closed)

A11.1.2. Visually inspect the pistol to ensure there is no magazine inserted. Do not place fingers into the trigger guard.

A11.1.3. With the muzzle in the issue/turn-in barrel aiming point, lock the slide to the rear and visually inspect the chamber and receiver area to ensure there is no ammunition present.

A11.1.4. Hand the pistol to the individual being armed 'butt' first, muzzle elevated, and slide locked to the rear (open).

A11.2. Loading Procedures. The person arming must proceed to the clearing zone with the barrel pointed up, slide locked to the rear (open). They then must:

A11.2.1. Upon direction of the clearing-barrel attendant, enter the clearing zone and place the muzzle into the clearing-barrel aiming-point. Do not place fingers into the trigger guard.

A11.2.2. Visually inspect the chamber and receiver area to ensure there is no ammunition present.

A11.2.3. Insert and lock a loaded magazine into the pistol, and depress the slide catch lever. Do not place your finger on the trigger. **NOTE:** When this step is completed, a round of ammunition is present in the chamber and the hammer is cocked. **If** the trigger is depressed the pistol **will** fire.

A11.2.4. Depress the decocking lever located on the left side of the weapon, to the full down position and ride the lever up. This allows the hammer to move forward safely without danger of firing unless the trigger is pulled. **NOTE:** Do not swipe the lever.

A11.2.5. After loading is complete, holster the pistol and secure the holster flap, strap, or thumb-break. **NOTE:** It may be necessary to place the thumb on back of the slide to prevent rearward movement of the slide during holstering.

A11.2.6. Do not remove the pistol from the holster **except** in the line of duty or when clearing it for turn-in.

A11.3. Unloading and Clearing Procedures. Armed personnel preparing to unload and clear their firearms must approach the clearing zone with their pistol holstered. They then must:

A11.3.1. Upon the direction of the clearing-barrel attendant, enter the clearing zone, unfasten the holster flap, strap, or thumb-break, unholster the pistol (if left handed, transfer the pistol to the right hand), and immediately place the firearm's muzzle into the clearing-barrel aiming-point. Do not place your fingers into the trigger guard.

A11.3.2. Once the clearing-barrel attendant states 'proceed,' then press the magazine release button, remove the magazine from the pistol, and give the magazine to the clearing-barrel attendant.

A11.3.3. Push the slide to the rear, catching the ejected round of ammunition, push the slide catch lever up with the thumb to lock the slide back (open), and give the ejected round to the clearing-barrel attendant.

A11.3.4. Visually inspect the pistol to ensure the chamber and receiver area are clear (no ammunition present).

A11.3.5. After the clearing-barrel attendant verifies the pistol is unloaded and 'safe' for turn-in, proceed to the turn-in point with the pistol barrel pointed up, and the slide open.

A11.4. Turn-in Procedures: Approach the turn-in point and hand the pistol to the armorer 'butt' first, muzzle elevated and slide to the rear (open). The armorer will take possession of the pistol and immediately place the muzzle into the issue/turn- barrel aiming-point. Do not at any time during turn-in procedures place fingers into the trigger guard. The armorer then must:

A11.4.1. Visually inspect the pistol to ensure it contains no ammunition and is 'safe' for storage.

A11.4.2. Depress the slide catch lever and allow the slide to move forward to the closed position.

A11.4.3. Depress the decocking lever and ensure the pistol's hammer is in the down (forward) position.

A11.4.4. Carry the pistol with the barrel pointed up, slide forward (closed), and store in an approved storage rack or container.